

CITY OF FLAGSTAFF STAFF SUMMARY REPORT



To: The Honorable Mayor and Council

From: Jim Wine, Deputy City Manager
779-7685 x 7299

Date: April 8, 2009

Meeting Date: April 21, 2009

Title: Consideration of appointment to the Disability Awareness Commission.

Recommended Action:

Make three appointments as follows:

1. Three (3) appointments to terms expiring March of 2012:

(a) _____

(b) _____

(c) _____

ACTION SUMMARY:

The Disability Awareness Commission has three appointments that expired in March 2009. By making the above appointments the Commission will be returned to a full membership.

DISCUSSION:

Background/History:

Kathryn Barrett, Susan Hansen, and Jim Tuck terms expired in March 2009. They are interested and eligible in serving another term. In addition, there is one application on file for Della Thomas.

Key Considerations:

It is important to fill these vacancies as soon as possible since the Commission is currently operating without a full membership.

Community Benefits and Considerations:

The community benefits by having a Disability Awareness Commission as they promote awareness and education within the City of Flagstaff regarding issues for individuals with disabilities.

Community Involvement:

The vacancy has been advertised in the media, on the City’s website, and by word of mouth.

Financial Implications:

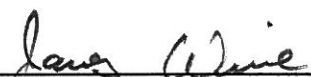
There are no financial implications since these are volunteer positions.

Options and Alternatives:

- Defer action to expand list of candidates.

Attachments/ Exhibits

- Membership Roster
- Enabling Legislation
- Applications



Department Head

INITIALS	RESPONSIBILITY	DATE	INITIALS	RESPONSIBILITY	DATE
_____	BIDS/PURCHASES	_____	_____	FINANCE/BUDGET	_____
_____	GRANTS/CONTRACTS	_____	_____	IGAS	_____
_____	LEGAL	_____	_____	_____	_____

DATE OF COUNCIL APPROVAL: _____



City of Flagstaff, AZ

DISABILITY AWARENESS COMMISSION MEMBERS

<u>NAME</u>	<u>APPOINTED</u>	<u>TERM EXPIRES</u>	<u>TRAINING COMPLETED</u>
<u>Barrett, Kathryn S.</u> Occupational Therapist/Flagstaff Medical Center 1926 Meadow Lark Drive Flagstaff, AZ 86001 Home Phone: (928) 774-8455 Term: 2nd (1st-Partial 02/05 - 03/06)	02/21/2006	March 2009	03/15/2006
<u>Garfield, Todd</u> Former Application Systems Engineer/Wells Fargo Bank 3465 NE Rainier Loop Flagstaff, AZ 86004 Home Phone: 213-1551 Term: 1st	08/21/2007	March 2010	10/17/2007
<u>Garner, Rachael</u> 4290 N. Randall Dr. Flagstaff, AZ 86004 Cell Phone: 814-1341 Term: 1st	04/01/2008	March 2010	10/08/2008
<u>Hansen, Susan</u> Disability Resources Specialist/Northern Arizona University 2103 N. Talkington Dr. Flagstaff, AZ 86001 Home Phone: 779-1751 Term: 1st - Partial	02/05/2008	March 2009	04/24/2008
<u>O'Brien, Jerry J.</u> 205 W. Birch Avenue Flagstaff, AZ 86001 Home Phone: (618) 401-8054 Term: 2nd (1st-Partial 08/05 - 04/07)	05/01/2007	March 2010	No



City of Flagstaff, AZ

<u>Setren, Melissa</u>	03/04/2008	March 2011	04/18/2007
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Director/Quality Connections, Inc.
111 N. Aztec
Flagstaff, AZ 86001
Home Phone: (928) 774-3176
Term: 3rd (1st-Partial 4/03 - 04/05; 2nd 04/05 - 03/08)

<u>Sondergaard, Tracy L.</u>	03/04/2008	March 2011	10/25/2006
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President/CEO/TLS Benefit Consultants, Inc.
P.O. Box 2697
Flagstaff, AZ 86003-2697
Home Phone: 527-8688
Term: 2nd (1st - Partial 06/06 - 03/08)

<u>Thorpe, Jacquelyn</u>	11/18/2008	March 2011	No
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Member Services Manager/Capstone Health Plan
6725 E. Vail Drive
Flagstaff, AZ 86004
Cell Phone: 853-5808
Term: 1st

<u>Tuck, Jim</u>	03/06/2007	March 2009	04/18/2007
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Transit Project Manager/NAIPTA
2829 N. Fremont Blvd.
Flagstaff, AZ 86001
Cell Phone: 814-8034
Term: 1st - Partial

Council Representative: Al White

Staff Representative: Jim Wine

As Of: December 30, 2008

ORDINANCE NO. 2007-37

AN ORDINANCE AMENDING TITLE 2, CHAPTER 18, SECTIONS 2-18-001-0002 AND 2-18-001-0003 OF THE FLAGSTAFF CITY CODE FOR THE PURPOSE OF CHANGING THE MEMBERSHIP OF THE COMMISSION ON DISABILITY AWARENESS.

WHEREAS, it is the City Council's desire to identify and remove any barriers that may restrict an individuals' ability to enjoy their full rights and privileges as citizens; and

WHEREAS, use of a duly constituted City Commission will provide the necessary structure and resources to assist the Council in developing appropriate policies;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF FLAGSTAFF AS FOLLOWS:

Section 1: That Title 2, Chapter 18, of the Flagstaff City Code, be hereby amended as follows:

SECTION 2-18-001-0002 MEMBERS AND TERMS:

The Commission shall consist of ~~seven (7) regular members and two (2) alternate members~~ nine (9) members who shall be appointed by the City Council based upon the recommendations of the Committee/Commission. The Commission and the City Council will make every effort to recruit and appoint those individuals most directly involved and concerned with the obligations of the Americans with Disabilities Act. Commission members shall serve staggered, three-year terms. ~~The terms of the initial Commission shall consist of four (4) regular members being appointed to two (2) year terms, three (3) regular members being appointed to one (1) year terms, and the (2) alternate members being appointed to three (3) year terms. All terms following the expiration of the initial terms shall be for three (3) years for all regular and alternate members.~~

A quorum shall consist of one more than half the membership of the commission, ~~a majority of seven (7) regular or alternate members, excluding vacancies.~~ Alternate members will have voting privileges only when seated in the event of an absence or vacancy of a regular member.

In addition, the City Council may designate a Councilmember representative as a non-voting, ex-officio member of the Disability Awareness Commission who shall not count toward the quorum.

In the event a member's term expires, that member shall continue to serve until reappointed or replaced by the City Council. (Ord. 1833, 05/03/94)

SECTION 2-18-001-0003 ORGANIZATION:

A Chairperson and other Commission officers shall be selected by a majority vote of those members present at a meeting called for that purpose for a term of one (1) year. The Commission shall meet at such times, dates and locations as determined by the members except that the Chairperson may call a special meeting with not less than twenty-four (24) hours notice. All other rules of procedure shall be established by the members so long as said rules are consistent with State law, the City Charter, the Board and Commission Members' Handbook, and this Ordinance.

A ~~regular or alternate~~ Commission member who is absent from three consecutive regular meetings may have their remaining term terminated by a vote of the City Council upon recommendation of the Commission.

~~In addition to the members appointed in 2-18-001-0002, the City Council may designate a Council representative as a non-voting member of the Commission.~~

Section 2: That the City Clerk be authorized to correct typographical and grammatical errors, as well as errors of wording and punctuation, as necessary; and that the City Clerk be authorized to make formatting changes needed for purposes of clarity and form, if required, to be consistent with Flagstaff City Code.

PASSED AND ADOPTED by the City Council and approved by the Mayor of the City of Flagstaff this 23rd day of July, 2007.


MAYOR

ATTEST:


CITY CLERK

APPROVED AS TO FORM:


CITY ATTORNEY



City of Flagstaff, AZ

DISABILITY AWARENESS COMMISSION APPLICANTS

<u>NAME</u>	<u>APPOINTED</u>	<u>TERM EXPIRES</u>	<u>TRAINING COMPLETED</u>
<u>Thomas, Della</u> Disability Resource Coordinator/Coconino Community College 1041 W. Ardrey Circle Flagstaff, AZ 86001 Cell Phone: 607-0051 Term: 1st			No

Council Representative: Al White

Staff Representative: Jim Wine

As Of: April 16, 2009

► **NOTE: ALL APPLICANTS MUST LIVE WITHIN THE CITY LIMITS!** ◀

CITY OF FLAGSTAFF *Ack. receipt 12/11/08*
APPLICATION TO SERVE ON A BOARD/COMMISSION

RETURN TO: CITY CLERK'S OFFICE, 211 WEST ASPEN AVENUE, FLAGSTAFF, AZ 86001

PLEASE TYPE OR PRINT IN BLACK INK
APPLICATIONS WILL BE KEPT ON FILE FOR ONE YEAR!

DATE: 11-21-08

BOARD/COMMISSION YOU WISH TO SERVE ON: Disability Awareness Commission

IF APPLICABLE, TYPE OF SEAT FOR WHICH YOU ARE QUALIFIED: _____

YOUR NAME: Della Thomas

HOME PHONE: 928 213 1513

HOME ADDRESS: 1041 W Ardrey Circle

ZIP: 04280

MAILING ADDRESS (If Different from Above): —

EMPLOYER: Coconino Community College

JOB TITLE: Disability Resource

Coordinator

BUS. PHONE: 226 4243 CELL: 607 0051

E-MAIL della.thomas@coconino.edu

PLEASE INDICATE PREFERRED TELEPHONE: ☐ HOME ☐ WORK ☒ CELL

BACKGROUND INFORMATION: (Please attach a resumé or statement describing your experience, community activities, and other relevant information. Please explain how your background and interests are applicable to this Board or Commission.) (vita attached)

Specifically, my current occupation is intrinsically involved with the
Coconino Community and with individuals who have disabilities
within this community.

Why do you want to serve on the Board or Commission you listed? (Attach additional page if needed.)

Not only would this be an enriching way to contribute to my
community, but it would be an excellent use of my skills.

I certify that I meet the City Charter requirement of living within the Flagstaff City limits.

Della W Thomas
Applicant Signature

THE CITY COUNCIL MAY CONSIDER APPOINTMENTS TO BOARDS AND COMMISSIONS IN EXECUTIVE SESSIONS, WHICH ARE CLOSED TO THE PUBLIC, AND THEN MAKE THE APPOINTMENTS IN A PUBLIC MEETING. YOU HAVE THE RIGHT, HOWEVER, TO HAVE YOUR APPLICATION CONSIDERED IN AN OPEN MEETING. IF YOU DESIRE TO HAVE YOUR APPLICATION CONSIDERED OR DISCUSSED IN A PUBLIC MEETING, PLEASE ATTACH A LETTER MAKING SUCH A REQUEST.

The City of Flagstaff is an Equal Opportunity/Affirmative Action Employer

(928) 213 1513 (H)
(928) 607 0051 (C)
dellawthomas@gmail.com

CURRICULUM VITAE**CURRENT CERTIFICATIONS**

Arizona Standard Hearing Impaired K-12, expires 2008

Arizona Supervisor Certification, expires 2010

ACADEMIC HISTORY

Educational Leadership Doctoral Program Northern Arizona University, Flagstaff, Arizona 2005 to Present
Anticipated completion: Spring 2010

Master of Arts, Deaf Education Gallaudet University, Washington, DC 1994

Bachelor of Arts, English Saint Anselm College, Manchester, NH 1992
Teaching Credential, Secondary Level
Thesis: Archetypal Patterns in the Modern American Novel

PROFESSIONAL ORGANIZATIONS

Member or past member of the following organizations:

- Kappa Delta Pi, National Council of Teachers of English
- National Association of the Deaf
- Special Education Administrators of Arizona
- Council for Exceptional Children
- American Society for Deaf Children
- AHEAD (Association for Higher Education and Disability)

NATIONAL PRESENTATIONS

"Creating the Optimal Classroom Using 'Virtual Reality'"

Presented at the International Kappa Delta Pi Conference, Birmingham, Alabama November, 1997

LOCAL PRESENTATIONS

"Creating an Inclusive Classroom"

Presented to Coconino Community College, Employee Development Day April, 2008

"Principles of Universal Design"

Presented to the state conference of Arizona Association of Academic/Student Advisors October, 2007

"Serving the Needs of At-Risk Students"

Presented to Coconino Community College, Employee Development Day October, 2007

"Data-Driven IEPs – How to meet ADE standards"

Delivered to teachers of the Deaf/HH in the Northern Arizona area Fall, 2005

"Portfolio Assessment"

Presented to teachers of the Deaf/HH, Blind/VI throughout Northern Arizona Winter, 2006

"Creating a print rich environment for your Deaf or Hard of Hearing Child"

Presented to families and members of the communities in Window Rock, Arizona
Holbrook, Arizona and Prescott, Arizona (Year long series) 2005-2006

"How can the Essential Elements of Instruction fit into our Itinerant programs?"

Presented to supervising/coordinating teachers in Maricopa, Coconino and Yavapai counties Summer, 2006

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CAREER POSITIONS**Coconino Community College
Coordinator of Disability Resources****9/07 to present**

Served as the Americans with Disabilities Act compliance officer for the college.

Ensured that the students' specific disabilities are considered and accommodated and that students have access to the programs and services of the college. Interpreted medical and psychological information from professionals and adhered to standards of best practice of Disability Resources in Postsecondary Education. Recruited new students and provided academic advising to all students of the college. Responsible for managing departmental budgets and for generating new revenue for the college.

**Arizona Schools for the Deaf and Blind – North Central Regional
Assistant Regional Director****8/02 to 9/07**

Acted as instructional/administrative leader in a state agency serving Deaf, Hard of Hearing and Visually Impaired students in Northern Arizona.

Evaluated teachers on instructional techniques and adherence to Special Education Law. Acted as liaison with several local school districts and their families. Planned and delivered staff development to 90+ employees on a quarterly basis that meet and further the employee as well as cooperative goals. Created and delivered staff development through a variety of modes: In person, videoconference, and computerized self-paced modules.

Evaluated staff learning and provide reports to the Director as well as Superintendent on the efficacy of the trainings. Involved in the steering of a statewide agency team for accountability and assessment measures including but not limited to work sampling, alternative AIMS assessments as well as participation in the University of Arizona longitudinal study.

Coordinated with Gallaudet University research projects on rural Deaf and Hard of hearing students. Created and delivered data-driven reports to stakeholders on the effectiveness of instructional practices in various educational situations. Supervised over 80 employees; developing professional development plans that meet the highly qualified standards set forth by the Department of Education. Gained extensive grant writing experience, considerable oversight for budgetary issues and developed proven skills with fiscal management of programs

**Texas School for the Deaf
Principal****8/01 to 6/02**

Served as instructional leader for multiple teachers and related service staff at the high school level.

Supervised quality of instruction for the department-appraised teachers and provided feedback on unit plans. Successfully maintained a million-dollar budget for the department. Provided focus for the department in meeting school-wide as well as statewide goals. Implemented programs for individual students. Chairperson and primary contact for several IEP meetings. Served on numerous committees at both the department and district level. Involved in assuring district effectiveness and compliance in terms of special education law.

**Arizona Schools for the Deaf and Blind,
Itinerant Teacher for the Deaf and Hard of Hearing****8/99 to 6/01**

Assessed student's knowledge using formal and informal assessments. Modified curriculum to match students Individualized Education Plans. Coordinated IEP meetings for Deaf and Hard of Hearing students. Performed initial assessments on newly identified students. Performed and coordinated meetings to discuss students' triennial evaluations. Enforced students' IEP needs in terms of service time, support services, and modes of communication

Della W Thomas1041 W. Ardrey Circle, Flagstaff, AZ, 86001

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**Newark Memorial High School
American Sign Language and English Teacher****8/98 to 6/99**

Developed and implemented curriculum for two Sophomore English classes. Developed and implemented curriculum for three college-level American Sign Language classes. Served on accreditation committees and curriculum committees. Provided in-services to teachers on using Portfolio assessment in the classroom.

**Sylvan Learning Center
Assistant Director of Education****6/97 to 8/98**

Created a tutoring program for Deaf and Hard of Hearing students within the context of a structured formal model. Assessed students using a cross-section of phonetic based and print based assessments. Hosted conferences with parents, teachers and students regarding progress in the Sylvan program. In-serviced fellow teachers as to the methods of instruction used by Sylvan Learning centers.

ADJUNCT / ASSOCIATE UNIVERSITY POSITIONS**Coconino Community College
Adjunct Faculty - American Sign Language****1/03 to present**

Developed the curriculum for a 101 and 202 level American Sign Language class. Taught students in the grammatical structure of the language, provided cultural lessons and served as a language model. Adhered to policies and procedures set forth by the college's board of regents.

Utilized multimedia in order to enhance student learning outcomes. Created assessments for students based on best practices of sign language instruction at the post secondary level.

**Northern Arizona University
Adjunct Faculty - Special Education/Deaf Education****1/03 to present**

Created curriculum at the post secondary level for students preparing for a career in educating Deaf and Hard of Hearing children through pursuing SELECT courses. Served as primary instructor for FOUNDATIONS of Deaf Education, an overview to the field of Deaf Education. Served as primary instructor for METHODS of Teaching Reading to Deaf and Hard of Hearing Students.

Implemented graduate level curriculum, utilized several types of instructional methods including online instruction and increased students' interest in the field. Utilized the WebCT Vista program to deliver online coursework. Served as a consultant for two other classes, Foundations of Itinerant Teaching and Teaching Language in Deaf and Hard of Hearing children. Provided curriculum ideas and guidance to these instructors when preparing the structure and expectations of the classes. Extensive experience with web based teaching best practices that utilized concepts of Universal Design.

**Yavapai College
Adjunct Faculty - American Sign Language****9/00 to 5/01**

Developed and implemented curriculum for level 101 and 102 American Sign Language classes. Instructed students in the culturally appropriate and accepted methods of conversing in American Sign language. Referenced linguistic nuances of the language as well as cultural norms of the Deaf culture.

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PROFESSIONAL AND COMMUNITY SERVICE ACTIVITIES**Board Representative, AZPAC****November, 2008 to present**

Serve on the board as the Northern Arizona Community Colleges representative. Discuss membership and scholarship opportunities for individuals with disabilities in the state.

Science Technology Engineering Math Council Member, Flagstaff Unified School District August, 2008

Participated in an innovative advisory council focusing on secondary and postsecondary education and industry needs of Northern Arizona. Create strategic plan to increase student aptitude and skill for local area business. Forged relationships to aid in transition of students into post secondary employment or education.

College Council Representative, Coconino Community College**5/08 to present**

Elected and serve as staff representative to the College Council advising the President of the University. Work with representatives from academic as well as student affairs divisions to uphold the core values and strategic plan of the college. Accomplishments include: Formulation of new council in the spirit of shared governance, Creation of new evaluation system for staff. Creation of cost savings plan for the college.

Board Representative, California Educators of the Deaf**12/94-9/98**

Elected and served as area representative to a statewide council on Deaf Education. Accomplishments included a complete revision of statewide standards of education for Deaf children. The establishment of professional growth opportunities for Deaf educators and the co-ordination of successful conferences between Deaf educators and parents of Deaf children

PROFESSIONAL GROWTH OR IN-SERVICE ACTIVITIES**First Annual Northern Arizona Deaf Expo****October 2008**

Coordinated presentations for a day long celebration of Deafness and Hearing Loss. Scheduled presenters on a wide variety of topics covering: hearing health, academic placement, theatrical presentation, disability rights,

Arizona Risk Retention Trust Leadership Academy**June, 2008**

Attended three day institute with K-12 administrative leaders from throughout Arizona. Heavy emphasis on legal and leadership implications for school Superintendents. Dialogues with local school attorneys, risk-management scenarios and case study analysis were emphasized.

Arizona Schools for the Deaf and Blind Transition Conference for Students**November 2003
April 2004**

Coordinator of a day-long transition conference for Deaf and Hard of Hearing students in Northern Arizona. Scheduled several career speakers for students, created curriculum to be implemented throughout the year. Approximately 30 Deaf/HH high school students attended these sessions and gained valuable information and insight into the transition process.

Arizona Schools for the Deaf and Blind Statewide Conference**October 2003**

Coordinator of a day-long agency-wide conference for all teachers of the visually impaired, teachers of the hearing impaired, and audiologists employed by the Arizona Schools for the Deaf and Blind. Selected presenters, coordinated registrations, managed facilities and operated the conference under very tight budget guidelines. Created presentations as well as utilized web design software to enhance the advertisement of this conference. Worked with a variety of stakeholders to achieve a cohesive conference. Approximately 300 staff members attended these sessions delivered by noteworthy local and national presenters. Gained valuable insight into the staff development process.

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PROFESSIONAL REFERENCES

Dr. Walter Delecki
Professor
Educational Leadership, Dissertation Co-chair
Northern Arizona University
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wdelecki@nau.edu

Veronica Hipolito
Director of Student Support Services
Coconino Community College
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Shawn Nittman
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Arizona Schools for the Deaf and Blind
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928-774-0655

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